



OFFICE OF THE SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-1950

ADMINISTRATION AND
MANAGEMENT

June 17, 2008

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – National Security Education Board
Charter Renewal

The Office of the Under Secretary of Defense (Personnel and Readiness) has requested the charter for the National Security Education Board to be renewed (Attached).

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended) and 41 CFR, § 102-3.60, has carefully reviewed the Under Secretary's request, and has determined that renewing this non-discretionary committee's charter is in the best interest of the Department of Defense and the American public.

The Department of Defense has further determined that this non-discretionary advisory board is essential to DoD's mission, and that no other DoD or Executive Branch advisory committee can meet these needs. The Board, through its membership, continues to provide independent advice to the Department of Defense.

Under the provision of title 50 U.S.C. §1903(b) the Board members shall include:

- (1) The Secretary of Defense or designee, who shall serve as the Chairperson of the Board;
- (2) The Secretary of Education or designee;
- (3) The Secretary of State or designee;
- (4) The Secretary of commerce or designee;
- (5) The Director of Central Intelligence or designee;
- (6) The Chairperson of the National Endowment for the Humanities;
- (7) Six people appointed by the President, by and with the advice and consent of the Senate, who shall be experts in the fields of international language area, and counter proliferation studies education and who may not be full-time officers or employees of the Federal Government.


Board members appointed by the President shall be appointed for a period specified by the President at the time of their appointment, but not to exceed four years. In addition, the Secretary of Defense or designee may invite other distinguished

Government officers to serve as non-voting observers of the Board, and appoint consultants, with special expertise, to assist the Board on an ad hoc basis. Board Members, who are not full-time or permanent part-time federal officers or employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109. Board members shall, with the exception of travel and per diem for official travel, serve without compensation, unless otherwise authorized.

The Board is authorized to establish subcommittees, and the Board, to include any subcommittees, will operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and 41 CFR, Parts 102-3 through 102-3.185.

Prior to submitting a Federal Register notice and subsequently filing the Board's charter with the Library of Congress and the appropriate congressional committees, the Department of Defense respectively requests that the Committee Management Secretariat review and approve the charter (attached). The charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter, please contact me at 703-601-6128.



James D. Freeman II
Deputy Committee Management
Officer for the Department of Defense

2 Attachments
As stated

CHARTER
NATIONAL SECURITY EDUCATION BOARD

- A. Official Designation: The Committee shall be known as the National Security Education Board (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of title 50 U.S.C. § 1903, and the Federal Advisory Committee Act of 1972, as amended, shall provide the Secretary of Defense, through the Under Secretary of Defense (Personnel and Readiness (USD-P&R)), independent advice and recommendations on developing the national capacity to educate U.S. citizens to understand foreign cultures, strengthen U.S. economic competitiveness, and enhance international cooperation and security.

In accordance with title 50 U.S.C. § 1903 (d), the Board shall perform the following functions:

- (1) Develop criteria for awarding scholarships, fellowships, and grants under Chapter 37 of title 50 U.S.C.;
- (2) Provide for wide dissemination of information regarding the activities assisted under Chapter 37 of title 50 U.S.C.;
- (3) Establish qualifications for students desiring scholarships or fellowships, and institutions of higher education desiring grants under Chapter 37 of title 50 U.S.C.;
- (4) After taking into account the annual analyses of trends in language, international, area, and counterproliferation studies under title 50 U.S.C. § 1906(b)(1), make recommendations to the Secretary of Defense or designee:
 - i. Which countries are not emphasized in other U.S. study abroad programs;
 - ii. Which areas within the disciplines described in title 50 U.S.C. § 1902(a)(1)(B) are areas of study in which U.S. students are deficient in learning;
 - iii. Which areas within the disciplines described in title 50 U.S.C. § 1902(a)(1)(C) are areas in which U.S. students, educators, and Government employees are deficient in learning and in which insubstantial numbers of U.S. institutions of higher education provide training;
 - iv. How students desiring scholarships or fellowships can be encouraged to work for an agency or office of the Federal Government involved in national security affairs or national security policy upon completion of their education; and
 - v. Which foreign languages are critical to the national security interests of the United States for the purpose of title 50 U.S.C. § 1902(a)(1)(D)
- (5) Encourage Chapter 37 of title 50 U.S.C. Fellowship Applications from graduate students having an educational background in any academic discipline, particularly in the area of science or technology;
- (6) Provide the Secretary of Defense or designee biennially with a list of scholarship recipients and fellowship recipients, including an assessment of their foreign area and language skills, who are available to work in a national security position;
- (7) Not later than 30 days after a scholarship or fellowship recipient completes the study or education for which assistance was provided under Chapter 37 of title 50 U.S.C., provide the Secretary of Defense or designee with a report fully describing the foreign area and language skills obtained by the recipient; and
- (8) Review the administration of the program provided under Chapter 37 of title 50 U.S.C.

The Under Secretary of Defense for Personnel and Readiness, on behalf of the Secretary of Defense, may act upon the Board's advice and recommendations.

C. Board Membership: The Board shall be composed of not more than 13 members. Under the provisions of title 50 U.S.C. § 1903(b) the Board Members shall include:

- (1) The Secretary of Defense or designee, who shall serve as the Chairperson of the Board;
- (2) The Secretary of Education or designee;
- (3) The Secretary of State or designee;
- (4) The Secretary of Commerce or designee;
- (5) The Director of Central Intelligence or designee;
- (6) The Chairperson of the National Endowment for the Humanities;
- (7) Six people appointed by the President, by and with the advice and consent of the Senate, who shall be experts in the fields of international, language, area, and counterproliferation studies education and who may not be full-time officers or employees of the Federal Government.

Board Members appointed by the President shall be appointed for a period specified by the President at the time of their appointment, but not to exceed four years. In addition, the Secretary of Defense or designee may invite other distinguished Government officers to serve as non-voting observers of the Board, and appoint consultants, with special expertise, to assist the Board on an ad hoc basis. Board Members, who are not full-time or permanent part-time federal officers or employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109. Board members shall, with the exception of travel and per diem for official travel, serve without compensation, unless otherwise authorized.

D. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Chairperson, and the estimated number of Board meetings is two per year.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. The Designated Federal Officer and/or Alternate Designated Federal Officer shall attend all Board and subcommittee meetings.

The Board shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) and other appropriate Federal regulations.

Such subcommittees or working groups shall not work independently of the chartered Board, and shall report all their recommendations and advice to the Board for full deliberations and discussion. Subcommittees or working groups have no authority to make decision on behalf of the chartered Board nor can they report directly to the Department of Defense or any Federal officers or employees who are not Board Members.

E. Duration of the Committee: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.

F. Agency Support: The Department of Defense, through the Under Secretary of Defense, (Personnel and Readiness), shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of title 5 U.S.C. § Appendix, as amended.

- G. Termination Date: The Board shall terminate upon completion of its mission or two years from the date this Charter is filed, whichever is sooner, unless the Secretary of Defense extends it.
- H. Operating Costs: It is estimated that the annual operating costs, to include travel costs and contract support, for this Board is \$120,000.00. The estimated annual personnel cost to the Department of Defense is 1.0 full-time equivalent (FTE).
- I. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Records Schedule 26 and appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (U.S.C. § 552, as amended)
- J. Charter Filed: